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**SOUTH CAROLINA
ADVISORY COUNCIL
on
VOCATIONAL AND
TECHNICAL EDUCATION**

**1980-81
ANNUAL REPORT**



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**Printed Under the Direction of the
State Budget and Control Board**

SOUTH CAROLINA ADVISORY COUNCIL on VOCATIONAL AND TECHNICAL EDUCATION

1980-81

ANNUAL REPORT



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PURPOSE

The State Advisory Council on Vocational and Technical Education operates under the authority of Public Law 94-482 and a State Executive Order Number 79-12. The Federal Act (P.L. 94-482) requires that any state that desires to be eligible to receive Federal Funds for Vocational Education must have a State Advisory Council on Vocational Education. The S.C. Executive Order 79-12 established the Council as an entity within State Government to carry out the advisory role and other functions prescribed under Federal Law. The Federal Act specified that the Council shall be an advisory group to the State Board for Vocational Education (State Board of Education), and the Executive Order further specified that the Council would also be advisory to the State Board for Technical and Comprehensive Education.

While the advisory function is the primary role assigned to the Council, there are other requirements specified in the Act that contribute to this activity or help in maximizing the effectiveness of the Council. The Council is required to conduct an annual evaluation of vocational and technical education and from that evaluation to publish an annual evaluation report. While all of the Council meetings are open to the public, in an effort to comply with the intent and specifics of the requirement, one meeting each year is designated as a public meeting and voluntary statements by members of the public are encouraged and solicited.

The essence of the purpose of the Council is to serve in an advisory relationship to the State Board for Vocational Education (State Board of Education), and to the State Board for Technical Education. The Council meetings, Committee meetings, Evaluation visits, Public meeting, and the other activities all contribute to the member's knowledge and help them to be qualified to tender valid advice to the two boards.

COUNCIL MEMBERS

Members of the Council are appointed by the Governor to represent specific qualifications or categories. The normal term of membership is for three years unless during that time the member becomes no longer qualified for the category to which he/she was initially appointed. During the year the membership from July 1, 1980 to June 30, 1981 was as follows:

		Category	
Mr. Martin H. Black	Bamberg	Chairman	16
Mr. Frank M. Hart	Marion	Vice-Chairman	13
Mrs. Fannie P. Adams	Columbia		19
Mr. Guy E. Blackwell	Inman		7
Mr. W. Hugh Chastain	Greenville		8
Dr. Don C. Garrison	Pendleton		5
Mr. Clifton C. Goodwin	Sumter		4
Mr. Larry Herbert	Laurens		20
Dr. Joseph L. Hopkins	Orangeburg		6
Mr. Milton Kimpson	Columbia		1
Mr. Robert L. Mobley	Lancaster		2
Mr. James P. Neal, Jr.	Columbia		11
Mrs. Sylvia H. Nelson	Camden		9
Mrs. Theodis P. Palmer	Sumter		17
Mr. Larry Patrick	Bowman		3
Mrs. Virginia R. Priester	Fairfax		15
Mrs. Swannee Reenstjerna	Lexington		12
Mrs. Helen G. Stuart	N. Litchfield Beach		18
Miss Christine Webb	Columbia		10
Mrs. Lucille Whipper	Charleston		14

During the year a considerable amount of time was contributed by the members for Council activities. The table in Appendix number one (#1) provides additional detail, but overall there were at least 282 member days of time spent by the members on activities directly related to the work of the Council. This list does not include numerous meetings, time spent in observation or discussions, and other activities for which the office has no record. Since the Council is a working group rather than a policy approving board, this necessitates that the members be deeply involved not only during the Council meetings but also in other meetings and activities.

Organization

The Federal Act and the corresponding rules and regulations require that the Council meet within thirty (30) days after the certification of membership has been accepted at the federal level, and shall select from among its membership a Chairman. The Council Rules and By-Laws expand on this requirement and specify that the Council shall elect a Chairman, Vice-Chairman, and other members of the Executive Committee. Following this election, the Council Chairman in collaboration with the other members of the Executive Committee appoint members to carry out the duties of other committees.

During 1980-81, the officers and committees of the Council were:

Standing Committees

EXECUTIVE COMMITTEE

Martin H. Black, Chairman
Frank M. Hart, Vice-Chairman
Helen G. Stuart
Joseph L. Hopkins

EVALUATION COMMITTEE

Swanee Reenstjerna, Chairman
Larry Patrick
Christine Webb
Sylvia H. Nelson
Larry Herbert

STATE PLAN COMMITTEE

Joseph L. Hopkins, Chairman
Guy E. Blackwell
J.P. Neal, Jr.
W. Hugh Chastain
Helen G. Stuart

AUDIT COMMITTEE

Cliff C. Goodwin, Chairman
Sylvia H. Nelson
Joseph L. Hopkins
Swanee Reenstjerna

Ad Hoc Committees

Program Selection and

Enrollment Committee

Frank M. Hart, Chairman
Fannie P. Adams
Guy E. Blackwell
Larry Herbert
Christine Webb
Martin H. Black, Ex. Officio

Legislative Committee

Don Garrison, Chairman
Lucille S. Whipper
Robert L. Mobley
Larry Patrick
Theodis P. Palmer

Nursing Committee

Robert L. Mobley, Chairman
Milton Kimpson
Fannie P. Adams
W. Hugh Chastain
Virginia Priester

STAFF - OFFICE

Office

The Council maintained offices during the year in a small suite in the State Office Building at 2221 Devine Street in Columbia. All direct costs associated with the office, including rent, are paid by the Council from the funds appropriated or allocated. Indirect costs associated with maintenance of this small unit of state government are paid from federal funds.

Staff

There were no personnel changes during the year. The Council staff for 1980-81 was:

Dr. Robert H. White, Executive Director

Mr. Greg Black, Executive Assistant

Mrs. Elizabeth (Lib.) Shealy, Secretary.

Public Meeting

The March 4, 1981 meeting was designated as the public meeting, and the format was arranged to permit time for interested persons to comment or express their concerns to the Council. There were thirty (30) persons other than Council members or staff who attended, and sixteen (16) persons addressed the Council during the morning meeting. The speakers were very complimentary of the programs with which they were familiar, but urged greater interaction between the educational programs and business/industry. Several speakers indicated that additional assistance can be obtained from business/industry if the vocational and technical educators will ask for and be receptive to assistance.

The morning open meeting in the Blair Building was followed by a more routine business-type session during the afternoon at the Tremont Motor Inn in Cayce.

FISCAL

Funds for the operation of the Council are derived from a combination of a Federal allocation and a State appropriation. Federal funds comprised three-fourths of the expenditures (75.5%) and State funds accounted for the balance, out of total expenditures of \$115,302.20 during the year.

A table in Appendix II gives more detail, but examination will show that the major items of expenditures were personnel and travel. These two items accounted for 80.3 percent of the expenditures. The next largest cost item was per diem payments to non-state employee members for the days they spent on Council affairs, composing 5.9 percent of the total. There were no major changes in the pattern of expenditures by category when compared to the previous years report of expenditures for the Council.

EXECUTIVE COMMITTEE
 Martin H. Black, Chairman
 Frank M. Hart, Vice-Chairman
 Helen G. Stuart
 Joseph L. Hopkins
 Christine Webb
 Sylvia M. Adams
 Larry Herbert

STATE PLAN COMMITTEE
 Joseph L. Hopkins, Chairman
 Guy E. Blackwell
 J.P. Neal, Jr.
 W. Hugh Chastain
 Helen G. Stuart

AUDIT COMMITTEE
 Carl C. Goss, Chairman
 Sylvia M. Adams
 Joseph L. Hopkins
 Swannet Thompson

Ad Hoc Committees

Program Selection and Enrollment Committee
 Frank M. Hart, Chairman
 Fannie P. Adams
 Guy E. Blackwell
 Larry Herbert
 Christine Webb
 Martin H. Black, Ex. Officio

Legislative Committee
 Don Goss, Chairman
 Lucile S. Whipple
 Robert L. Mobley
 Larry Herbert
 Thelma M. Fisher

Naming Committee
 Robert L. Mobley, Chairman
 Milton Simpson
 Fannie P. Adams
 W. Hugh Chastain
 Virginia Priesner

ACTIVITIES

Meetings

One of the major activities of the Council was the seven regular meetings during 1980-81. A minimum of four Council meetings are required during the year, and past experience has shown that more than four meetings are required to provide ample time for informational updates and to permit adequate time to discuss policy issues concerning vocational and technical education. All of the meetings during the year were held in the Columbia area due to the centralized location. A complete list of the meeting dates and locations is given in Appendix III.

Due to the unusual advisory and policy reactive nature of the Council as contrasted with the more common policy approving role of most state boards and commissions, a high degree of member involvement is required to properly carry out the advisory role of the Council. Consequently, much of the analysis of situations and the initial development of Council recommendations emanated directly from the members working in committee structures. There was, therefore, considerable emphasis on committee structure for specific tasks or structures, and many more committee meetings than Council full meetings. While not listed in this report, Minutes were recorded of all committee meetings and these were regularly distributed to all members as a means of communication.

Public Meeting

The March 4, 1981 meeting was designated as the public meeting, and the format was arranged to permit time for interested persons to comment or express their concerns to the Council. There were thirty (30) persons other than Council members or staff who attended, and sixteen (16) persons addressed the Council during the morning meeting. The speakers were very complimentary of the programs with which they were familiar, but urged greater interaction between the educational programs and business/industry. Several speakers indicated that additional assistance can be obtained from business/industry if the vocational and technical educators will ask for and be receptive to assistance.

The morning open meeting in the Blatt Building was followed by a more routine business type session during the afternoon at the Tremont Motor Inn in Cayce.

Evaluation Report

The Council's Evaluation Report of Vocational and Technical Education for the 1979-80 year was completed and approved by the Council at the November 19, 1980 Council meeting. A five person Evaluation Committee chaired by Mrs. Swannee Reenstjerna guided the preparation of the Report from inception to Council approval. This fifty-four (54) page report contained commendations as well as recommendations to the State Board of Education and also contained commendations and recommendations to the State Board for Technical and Comprehensive Education.

The 1979-80 Evaluation Report was presented to the State Board for Technical and Comprehensive Education at their meeting on February 18 by the Executive Director of the Council. Chairman Martin Black presented the Evaluation Report to the State Board of Education at their meeting in Hilton Head on February 19, 1981. The Report was well received by both Boards.

Site Visits

The South Carolina Advisory Council takes the evaluation requirement as a serious responsibility. The Council feels that first-hand information is important, and thus for the last several years site visits have been conducted of four to six institutions per year.

During 1980-81 the Council conducted evaluation site visits of four (4) educational institutions. Three (3) evaluations were of vocational centers and one was of a technical college. Typically a site visit encompassed two-and-a-half to three days at the site location. Eight to ten persons normally comprised an evaluation team, of which four to five were Council members. In the process of evaluation the team would devote the entire available time to observations and interviews with administrators, teachers, and students.

Written reports of the site visits were sent to the local administrators for their review soon after the visit. Each report contained commendations for outstanding achievements and recommendations for improvement where appropriate. Thus, the Council feels the schools benefited from the evaluations just as the Council did. Information from the site visits is viewed by the Council as a vital source of evaluation information and is used in preparing the Annual Evaluation Report.

A listing of locations evaluated by the Council in 1980-81 is provided in Appendix IV.

Articulation Conference

In October, 1978 the Council successfully brought together the State's directors of vocational centers and technical college presidents in a statewide conference. The purpose of this initial meeting was to encourage the directors and presidents to articulate those occupational programs common to both levels of education.

As a follow-up to the initial conference and the Second Conference conducted in 1979, the third annual Articulation Conference was held in Santee on October 9 - 11, 1980. Due to efforts of the local vocational education administrators over the previous two years, it was felt by conference organizers that articulation had progressed to the point where it should not be the primary theme of the third conference. Instead, the predominant focus of the Conference was on the institutions' relationship and interactions with industry.

Nonetheless, articulation was on the conference program. Administrators noted that the process of articulation had gone from their level of planning to the teacher level of coordinating the programs. Administrators agreed that they should continue to encourage their instructors in the on-going efforts toward articulation of common occupational type programs.

Nine (9) members of the Council participated in this Joint Vocational Directors/Technical College Presidents Conference.

LEADERSHIP

National/Regional Meetings

The Council was represented at a number of National and Regional meetings by its members or staff during the 1980-81 year. The leadership that the S.C. Council enjoys among the nation's Councils was again in evidence during 1980-81. The Council's Executive Director served as Chairman for the Southern Region of Advisory Councils. The term as Regional Chairman began on July 1, 1980 and ran through June 30, 1981.

At the June 1981 meeting of the National and State Advisory Councils, the Executive Director was elected to serve as national Vice-President of the National Association of Executive Directors of State Advisory Councils on Vocational Education. This term in office is from July of 1981 through June of 1982.

By virtue of the Executive Director serving as a national officer, the Council's Chairman, Mr. Martin Black, is serving from July, 1981 to June, 1982, as a member of the SACVE Chairmen's Board of Directors.

Regional or national meetings that the Council participated in during the 1980-81 year included the following:

Orientation and Training Workshop for New Executive Directors of State Advisory Councils	St. Louis, Mo. July, 1980
Southern Regional Meeting of State Advisory Councils	Richmond, Va. October, 1980
American Vocational Association National Convention	New Orleans, La. December, 1980
Planning Committee Meeting for Joint NACVE/SACVE Meeting	Washington, D.C. February, 1981
Joint Meeting of the National and State Advisory Councils on Vocational Education.	Washington, D.C. June, 1981

Participation in these national and regional meetings helped keep the Council members informed and thus contributed to the effectiveness of the members in performing their advisory duties.

Issues - Priorities

Through normal activities the Council participated in the discussion of and provided advice on many issues during 1980-81. However, the Council at its August 1980 meeting voted unanimously to consider the topic of guidance and related concerns as the year's top priority activity. An ad hoc committee of the Council called the Program Selection & Enrollment (PS&E) Committee was formed to study the many factors involved in student's decisions to not enroll in vocational education programs. The Council's goal was to determine any misconceptions students might have and determine any possible corrective actions or procedures to encourage more realistic program selection by students.

The PS&E Committee in January, 1981 met with officers of several vocational guidance associations to discuss the students program selection issue. Possible strategies to improve the students' selection process were explored. At year's end the Committee was actively working toward the development of a strategy that might promote vocational education in the schools.

Another issue which the Council considered to be of high priority during the year involved nursing education. Through its Nursing Education Committee the Council closely monitored the development of a proposed Nursing Plan by the State Master Planning Committee on Nursing Education (SMPCNE). While the SMPCNE was, and is, a joint creation of the Commission on Higher Education (CHE) and the State Board of Nursing (SBN), the policy and program implications of the plan promised to directly impact on Licensed Practical Nursing (LPN) programs. The LPN programs are provided primarily under the aegis of the vocational education system and thus are properly a concern of the State Advisory Council. Late in the 1980-81 year it appeared that the implementation of this Nursing Plan as drafted might impact significantly on the Licensed Practical Nursing programs offered in the State's vocational centers. As the 1980-81 year closed, the Council through the Nursing Committee was continuing to follow and react to the proposed Nursing Plan as it was being developed and refined by the SMPCNE.

Expenditures - Federal	87,006.80	75.5%
Expenditures - State Funds	28,293.40	24.5%
	\$115,300.20	100.0%

APPENDIX I

**Contribution of Time by
Council Members
in 1980-81**

Activity	Number	Days Contributed
Council Meetings	7	102
Committee Meetings	18	76
Evaluation Site Visits	4	44
Other Meetings (In-state and Out-of-state)		60
		<hr/>
		Total days 282

APPENDIX II

Report of Available Funds and Expenditures

Available Funds

Federal Funds from 1979-80	
Carried Forward	\$ 20,897.87
Federal Allocation for 1980-81	94,000.00
State Appropriation	<u>28,475.00</u>
Total Available Funds	\$143,372.87
Less Expenditures (Federal and State)	115,302.20
Less State Funds Not Expended	<u>181.60</u>
Net Expenditures and Lapsed Funds	\$115,483.80

Balance for Carryover to 1981-82 (Federal Only) \$ 27,889.07

Expenditures	Amount	Percent
Salaries	\$ 67,150.29	58.2
Per Diem Payments-Members	6,825.00	5.9
Travel-Members	10,103.22	8.8
Travel-Staff and Other	5,355.82	4.6
Fringe Benefits	10,016.90	8.7
Supplies and Photocopy	2,049.26	1.8
Telephone and Printing	3,869.51	3.4
Rent-State Owned	5,615.00	4.9
Other Expenses, including		
Indirect Costs	<u>4,317.20</u>	<u>3.7</u>
Total	\$115,302.20	100.%

Expenditures - Federal	87,008.80	75.5%
Expenditures - State Funds	<u>28,293.40</u>	<u>24.5%</u>
	\$115,302.20	100. %

APPENDIX III

Council Meetings During the 1980-81 Fiscal Year

Date	Time	Location
August 12, 1980	1:30 P.M.	Tremont Inn Cayce
September 30, 1980	1:30 P.M.	Tremont Inn Cayce
November 19, 1980	1:30 P.M.	Tremont Inn Cayce
January 15, 1981	1:30 P.M.	Host of America Motel Columbia
March 4, 1981	10:00 A.M.	Blatt Building Columbia
April 22, 1981	1:30 P.M.	Host of America Motel Columbia
June 4, 1981	1:00 P.M.	Carolina Inn Columbia

APPENDIX IV**Evaluation Site Visits**

Location	Dates
Indian Land Vocational Center, Fort Mill	January 27, 28, 1981
Daniel Morgan Vocational Cen- ter, Spartanburg	February 10 - 12, 1981
Clarendon County Area Vocation- al Center, Manning	February 25, 26, 1981
Orangeburg-Calhoun Technical College, Orangeburg	March 30-April 1, 1981

PUBLICATIONS - 1980-81

Evaluation Digest 1979-80. An Evaluation Report of Vocational Education and Technical Education in South Carolina for Fiscal Year 1980. February, 1981. 54 pp.

S.C. Advisory Council Members 1980-81. Council Members information, Duties, and Operation of the Council. September, 1980. Brochure.

1979-80 Annual Report. Printed Under the Direction of the State Budget and Control Board. Undated. 20 pp.